



### MLS Assistant Affiliation Application

**Assistant Name\*:** \_\_\_\_\_  
Print name as it appears on BRE License (If licensed)

**Billing Address:** \_\_\_\_\_  
\_\_\_\_\_  
City State Zip

**Assistant Phone:** \_\_\_\_\_ **Driver's License:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**DRE License Information:**  I **do not** hold a CA real estate license  
 I **do** hold a CA real estate license DRE License #: \_\_\_\_\_

**Supervising Agent/Broker MLS ID #:** \_\_\_\_\_

**Supervising Agent/Broker Name:** \_\_\_\_\_

#### Office Information:

**Office Name:** \_\_\_\_\_ **Office #:** \_\_\_\_\_

**Office Address:** \_\_\_\_\_  
Address Suite #  
\_\_\_\_\_  
City State Zip

**Office Phone:** \_\_\_\_\_ **Office Fax:** \_\_\_\_\_

\_\_\_\_\_  
Signature of Assistant Date Signature of Responsible Agent Date

The above assistant is affiliated with my office. This authorizes his/her access to the Multiple Listing Service. I understand that I am responsible for the assistant's use or misuse of the service in accordance with the MLS Rules and Regulations and have read and initialed the terms and conditions as stated above.

\_\_\_\_\_  
Broker/Manager of Record Signature Date

**Terms and Conditions**

I agree to abide by the MLS Rules and Regulations and all administrative policies, which can be found at [www.nsdcrealtors.com](http://www.nsdcrealtors.com). I will observe these Rules, with such amendments as may be made hereafter, as long as I remain an Assistant. \_\_\_\_ **Initials**

I am responsible for the security of my Assistant pass code and will not share or make available to any other person. \_\_\_\_ **Initials**

I agree to complete an MLS orientation within 60 days of my join date. \_\_\_\_ **Initials**

I understand as an assistant I will not be identified as an agent or contact person for a property listed with the MLS. \_\_\_\_ **Initials**

Broker Participants may be billed for licensed Registered Assistants who perform duties in which a California brokers or salespersons license is required in an amount equal to a Subscriber fee. \_\_\_\_ **Initials** & \_\_\_\_ **Broker Initials**

Participant or Subscriber linked to the Registered Assistant may be fined, disciplined or terminated for Registered Assistant's misconduct. \_\_\_\_ **Initials** & \_\_\_\_ **Broker Initials**

Licensed Registered Assistants applying for MLS access through affiliation with a REALTOR broker are not exempt from the broker's variable dues requirements. \_\_\_\_ **initials** & \_\_\_\_ **Broker initials**

Assistant ID #: \_\_\_\_\_ Total Charge: \$ \_\_\_\_\_ Payment Type: \_\_ Cash \_\_ Check \_\_ Credit Card

Orientation Date: \_\_\_\_\_ Credit Card: \_\_\_\_\_ Exp. Date: \_\_\_\_ / \_\_\_\_

Join Date: \_\_\_\_\_ Signature of Card Holder: \_\_\_\_\_

**\*Attach copy of picture ID.** Email to [Membership@nsdcrealtors.com](mailto:Membership@nsdcrealtors.com)